



**Tillamook Urban Renewal Agency  
210 Laurel Avenue  
Tillamook, Oregon 97141**

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**TURA Meeting  
Thursday, March 11<sup>th</sup>, 2010  
5:30 P.M.**

**Board Members present:**

Chairman Don Hurd, Vice-Chair Suzanne Weber, Aaron Zimmerman; Carolyn Decker; Alene Allen, Joe Martin

**Board Members absent:**

Sean Lambert

**Staff Present:**

Mark Gervasi: City Manager; Debbi Reeves: Administrative Assistant

**Guests/Public:**

Mayor Bob McPheeters, Gus Meyer, LeeAnn Neal

**Chairman Don Hurd** called the meeting to order at 5:30 P.M. **Hurd** asked **Reeves** to do the roll call of the board members. **Allen** joined the meeting at 5:35 PM.

**Hurd** noted there were 2 sets of minutes to approve. He asked for approval of the minutes.

- **Weber** made a motion to approve the minutes of the February 25<sup>th</sup>, 2010 meeting as presented. The motion was seconded by **Hurd**. Ayes were received by **Hurd, Weber, Decker, Allen** and **Martin**. **Zimmerman** abstained stating he was not present at the meeting. The motion carried.
- **Hurd** made a motion to approve the minutes of the March 4<sup>th</sup>, 2010 meeting as presented. A second to the motion was made by **Weber**. **Zimmerman** asked if the minutes should be amended as he has questions about the ORS cited for the Executive Session. He does not believe Executive Session can be held to discuss a contract. There was a discussion about Executive Session meetings, the criteria for Executive Session and what the ORS's actually state. **Gervasi** read from the Public Meetings Laws explaining property contracts, clarification and property liens would fall under the ORS cited. **Decker** gave her thoughts from a Realtor's perspective. The consensus of the board was that the Executive Session for the meeting in question was within the ORS cited. **Hurd** also mentioned this issue will be further investigated. **Hurd** called for the vote to

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Don Hurd: Chairman; Vice Chair; Suzanne Weber  
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City Administrator: Mark Gervasi, Staff: Debbi Reeves

approve the minutes. Ayes were received by **Hurd, Weber, Decker, Allen** and **Martin**. **Zimmerman** abstained. The motion passed.

**Hurd** asked **Reeves** to review the bills presented for payment. There were no comments from the board. She read the list of bills.

- **Weber** made a motion to pay the bills in the amount of \$1034.00 which was seconded by **Hurd**. Ayes were received by all members present and the motion passed unanimously.

**Hurd** noted the Financial Report for February 2010 was next on the agenda for approval.

- **Hurd** made a motion approve the financial report as presented. **Decker** seconded the motion. Ayes received by all board members present. The motion passed unanimously.

**Hurd** asked if anyone in the audience would like to comment. **Mayor Bob McPheeters** commented that he has a lot of confidence in the people considering the options presented in regards to the Urban Renewal.

**Hurd** announced next on the agenda was extension of the **Janac** Contract. He explained no action was taken at the March 4<sup>th</sup> meeting to extend the contract. There was a discussion about the project, setbacks, additional costs and unforeseen issues. **Hurd** felt the board was justified in extending the contract because of the issues discussed. He felt completion of the building is important. He noted the **Public Market** has set the opening date for May 31<sup>st</sup>, 2010. There was further discussion of vendors of the **Public Market**. **Decker** would like the extension to be set longer so the board would not have to come back again on this issue.

- **Martin** made a motion to extend the current **Janac** contract to June 30<sup>th</sup>, 2010. **Decker** seconded the motion. **Hurd** called for the vote. Ayes were received by **Hurd, Weber, Decker, Allen** and **Martin**. **Zimmerman** voted no. The motion passed by a majority of the vote.

**Hurd** asked **Zimmerman** if he would like to explain his no vote. He and **Zimmerman** discussed the issue.

The next item on the agenda was regarding the Beal's Building owned by **Marilyn Saito**. **Hurd** asked **Reeves** about her conversation with **Saito**. **Reeves** explained **Saito** would like to set a date and time for an inspection and board walk-through. **Decker** asked why TURA is looking at this building. It was discussed as it is listed on the Plan as a potential opportunity site. The board discussed this further. **Decker** mentioned there could be considerable costs for an inspection. **Gervasi** will speak with **Craig Wakefield** the county building official and get his thoughts and see what inspection services are available from the county. **Zimmerman** thought looking at this building might express an intent to purchase. **Gervasi** mentioned the intent of the agency is to get an overview of the building. There was

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discussion about an inspection and what may be expected. **Gervasi** thought it advisable to get a complete inspection. **Hurd** asked **Gervasi** and **Reeves** to contact the county building officials and the fire marshal regarding an inspection. He further instructed **Reeves** to contact **Saito** and advise her that the agency is not interested in purchasing the building at this time but is interested in an inspection of the building. **Zimmerman** noted the façade program is what brought this building to the attention of the board in the first place.

**Hurd** asked **Gervasi** to go over the IGA Agreement submitted by the county regarding the 3<sup>rd</sup> Street Improvement Project. **Gervasi** went over the IGA and mentioned he has no problems with the document. There was some discussion of the document. **Hurd** commented several people had noted that **Lianne Welch** as the project manager is a plus. **Gervasi** noted that urban renewal dollars can be used for a project such as this.

- **Weber** moved that the TURA charge the President to sign the memorandum of agreement from the county on the 3<sup>rd</sup> Street Project. The motion was seconded by **Martin**. Ayes were received by all members present and the motion passed unanimously.

**Hurd** announced the next item on the agenda is the **Janac** contract revisions. He asked **Gervasi** about the ORS for Executive Session. **Gervasi** gave his thoughts and read the ORS. He felt going into Executive Session using ORS 192.660 (2) (e) and talking about real estate loans, grants, contracts and liens was okay. This issue was discussed by the board. **Hurd** said the board would be talking about personal and private information.

**Hurd** read the Executive Session disclosure and adjourned the regular meeting at 6:25 pm.

**Hurd** reconvened the regular meeting of the TURA at 7 pm.

An announcement by **Hurd** was made into the record that during the Executive Session **Zimmerman** resigned from the board because of his disagreement with the use of Executive Session, giving more money to **John Janac** to complete the project and the **Janac** contract. He had left the meeting at that time. **Gervasi** noted a trust deed, liens and property had been discussed. **Reeves** will contact **Zimmerman** for a letter of resignation.

**Hurd** stated the board had determined at the March 4<sup>th</sup>, 2010 meeting to invest an additional \$108,000 in the **Janac** Project. He explained that part of the funding would be in the form of a loan and part in the form of a grant. **Hurd** and **Weber** had been to **TLC FCU** to get financing information.

- **Decker** made a motion to loan **Janac** \$60,000 at the same interest that the TURA is paying **TLC FCU**, a fixed rate of 5.50% for 10 years. The payment schedule has not been determined. **Hurd** seconded the motion. There was discussion about early payoff, prepayment penalties and late fees. Ayes were received by all board members present

and the motion carried.

**Hurd** explained the costs involved with the grant funding.

- **Weber** made a motion to approve a grant to **Janac** not to exceed \$48,000 to cover the additional costs for the duct, hood and exhaust work in the food vendor area of the building. The motion was seconded by **Hurd**. Ayes were received by all member seated and carried unanimously.
- **Decker** made a motion to extend the first payment of the loan for 90 days after the execution of the documents. **Hurd** seconded the motion. Ayes were received by all board members present and the motion carried unanimously.

**Hurd** explained the meeting with **TLC FCU** and financing options.

- **Decker** made a motion to direct the Chair and the Vice Chair to contact **TLC FCU** and talk with **Burkhart** regarding the terms and specifics on the contract with **Janac**. The motion was seconded by **Weber**. Ayes were received by all members present and the motion passed unanimously.

**Hurd** asked **Decker** to report about the Streetscapes Committee meeting. She spoke about a theme being discussed which was regarding “Turn of the Century”. The committee discussed litter containers. **Reeves** will be getting prices. **Allen** will be doing a walk-a-bout and come back with placement of the containers. **Decker** said the Streetscapes Committee wants to do things, not just talk about them. **Weber** and **Betty Ralston** also attended. There are several more people interested in attending meetings. The board discussed several things. **Hurd** would like the committee to bring back a price and recommendation on the litter containers.

**Gervasi** mentioned the Management Discussion & Analysis report to the auditors included in the board packet and that the auditors noted the 2008-2009 audit for the agency was fine.

There were no board concerns.

With no further business the meeting was adjourned by **Hurd** at 7:20 p.m.

Prepared by:  
Debbi Reeves  
Administrative Assistant

Reviewed by:

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Don Hurd – Chairman

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